|  |  |  |
| --- | --- | --- |
| **Student’s name** |  | |
| **Date of Birth** |  | |
| **Address for Correspondence from School** |  | |
| **Email Address** |  | |
| **Mobile number(s) to be used for contact from school** | ***Name:***  ***Number:*** | ***Name:***  ***Number*** |

**IMPORTANT CHECKLIST**

|  |  |  |
| --- | --- | --- |
| **Item** | **Yes** | **No** |
| I have completed an Application Form and submitted it to OLM |  |  |
| I have completed the Information Form |  |  |
| I have submitted a copy of my child’s Birth Certificate |  |  |
| I have submitted a valid PPS number |  |  |
| I have signed and submitted a Consent of Release of Data Letter for my child’s Primary School |  |  |
| I have paid the €150 Book Rental Scheme deposit |  |  |
| I have read the Information Booklet and understand the Policies that we agree to follow should my child be accepted to OLM. |  |  |

**By signing below we agree that:**

1. We will support school policies and rules, which we accept are designed to create a positive learning environment for the benefit of the entire school community.
2. I give permission for my son/daughter to be photographed or filmed as part of classroom activities and normal school life. Any such images will be used only for the purpose for which they were made and only in a limited way in the school context.
3. I give permission for my son/daughter to leave school on a local school activity under teacher supervision. In the case of more significant trips, a special parental consent will be requested.
4. I understand that CCTV is used throughout the school for security and safety and may be referred to when investigating incidents. Recordings might include images of pupils who had no part in the incident, which could include my son/ daughter. I understand and agree that such recordings may need to be shown complete to relevant 3rd parties.
5. I understand and accept that, in the best interests of both students and teachers, school management reserves the right to suspend or even expel a pupil for persistent breaches of school rules. Any such decisions may be appealed to the Board of Management.
6. I give permission to school personnel to keep a written record of relevant communication between home and school.

**Student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent/Guardian: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_**